



## OJAI VALLEY SANITARY DISTRICT

A Public Agency

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### MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS OJAI VALLEY SANITARY DISTRICT

The Special Meeting of the Ojai Valley Sanitary District Board of Directors was held at the District Office, 1072 Tico Road on April 11, 2011. The meeting was called to order by Chairman Baggerly at 6:01 p.m. roll call taken as follows:

**DIRECTORS PRESENT:** George Galgas  
Peter M. Kaiser  
Russ Baggerly  
Stan Greene  
William C. Murphy  
William D. O'Brien  
John R. (Randy) Burg

**DIRECTORS ABSENT:** None

**STAFF PRESENT:** John R. Correa, General Manager  
Brenda Krout, Clerk of The Board  
Ronald E. Sheets, Operations Superintendent

**OTHERS PRESENT:** Mark Zirbel, District Legal Counsel

3. **Pledge of Allegiance**

Chairman Baggerly lead the pledge of allegiance.

4. **Additions or amendments to the Agenda (Special Meeting None Permitted)**

None

5. **Public Concerns** (items not on the agenda - three minute limit).

This is an opportunity for members of the public to speak on items not on the agenda.

None

6. **Board Concerns** (Items not on the agenda - three-minute limit)

None

**ACTION ITEMS:**

7. **General Manager Recruitment Procedure**

Director Greene expressed his opinion that the Board should interview local candidates prior to spending the money on contracting with an executive search firm. Director Greene also suggested that hiring an interim person to the position enabling the Board to observe their work before hiring them full time might be a more cost effective and efficient way to handle the recruitment.

Mark Chauvel, District customer at 217 Sierra Road and member of the District's Collection System staff, addressed the Board urging them to consider offering Mr. Correa a substantial salary increase as an enticement for him to stay with the District. Mr. Chauvel stated that based on the recent compensation study, giving Mr. Correa a 20 percent increase would barely place his salary above the mean. Mr. Chauvel noted that the cost for hiring one of the executive search firms to find a replacement for Mr. Correa would cover the 20 percent increase for a year.

Directors Galgas and O'Brien expressed their agreement with Director Greene about interviewing local candidates prior to entering into a contract with a consultant.

Director Burg stated he feels it would take longer to complete the recruitment process if Director Greene's suggestion was followed.

Director Kaiser expressed his appreciation to staff for speaking out in support of Mr. Correa, noting that Mr. Correa has not approached the Board about re-considering his decision to retire. Director Kaiser expressed his opinion that Director Greene's request is a re-consideration of a prior Board action. Director Kaiser stated that he is not in favor of a re-consideration and that he feels the Board should be looking for quality in the recruitment process, not cheapness.

**FAILED MOTION**

Director O'Brien made a motion, seconded by Director Greene to authorize the search for a general manager to be handled by District staff and the Board; this

motion failed by a 3 to 4 roll call vote, with Directors Burg, Kaiser, Baggerly & Murphy voting nay.

8. **General Manager Recruitment**

The proposals received from the executive search firms were reviewed and discussed.

Director Galgas voiced his support of accepting the proposal from Alliance based on the fact that they have the most local office.

Director Greene continued to urge the Board to consider conducting the search themselves prior to spending the money on a consultant. Director Galgas agreed with this, suggesting that the Board select one of the presented proposals but not executed it until after local interviews have been completed.

Chairman Baggerly emphasized the need for the Board to be unified on this very important issue of recruiting a new general manager, and to keep the Directors' personal issues out of this process.

Director Murphy expressed his opinion that it is important for the Board to arrive at a consensus on an appropriate profile desired in the new general manager. Director O'Brien agreed the profile is important and suggested the Board complete this as soon as possible.

**ACTION**

Upon motion of Director Murphy, seconded by Director Kaiser and passed by a majority 6 to 1 roll call vote, with Director Galgas voting nay, the General Manager was authorized to execute a contract with Koff & Associates to conduct the general manager recruitment with the scope of work being their proposal dated March 28, 2011.

A Special Meeting was scheduled for Monday April 18, 2011 at 6:00 p.m. for the Board to develop an appropriate profile to be used in search of a new general manager.

9. **General Manager's (John Correa) Retirement Lunch**

The organization of a retirement luncheon for John Correa was discussed.

**ACTION**

Upon motion of Director Kaiser, seconded by Director Burg and duly passed staff was authorized to utilize the 2010 rebate received from the District's Visa credit card toward the organization of a retirement luncheon for District General Manager, John Correa.

10. **Strategic Plan - 2011**

Director O'Brien distributed a list of suggested revisions to the District's Mission Statement and the draft Strategic Plan for 2011. The Board discussed and con-

sidered each item on Director O'Brien's list agreeing on several changes, corrections and additions.

**ACTION**

Upon motion of Director Greene, seconded by Director Murphy and duly passed staff was directed to revise the 2011 Strategic Plan and Mission Statement according to Board's direction and bring back at a later meeting for approval.

**INFORMATION ITEMS**

11. **Discussion** (items not on the agenda - three-minute limit)
- a. Public - (Public is requested to present completed speaker's card to Clerk of the Board)  
  
None
  - b. Board Members  
  
None
  - c. General Manager  
  
None
12. **Adjournment**
- Chairman Baggerly adjourned the meeting at 7:28 p.m.

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William C. Murphy, Secretary

**APPROVED:**

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Russ Baggerly, Chairman